



## INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue

Room N758

Indianapolis, Indiana 46204-2216

(317) 232-5533

FAX: (317) 232-0238

An Equal Opportunity Employer • <http://www.in.gov/dot>

MITCHELL E. DANIELS, JR., Governor  
THOMAS O. SHARP, Commissioner

Writer's Direct Line

(317) 233-5276

Date: March 31, 2005

To: All Indiana Local Public Agencies (LPAs)

From: Carter C. Keith, Manager  
Programming Section, Division of Program Development

Subject: Year 2005 Call for Projects: Federal Aid Program to Local Transportation

Dear Public Official:

By this we are informing your agency that INDOT is again accepting applications to receive federal aid for local transportation related projects. This year you will again be able to complete and file your application "on-line" at our website.

This year's call for local projects includes the federal aid bridge program for counties, and the federal aid program for group III cities and towns (population less than 50,000 but above 5,000). The call also includes the federal aid program for street and road construction projects funded with STP funds for counties and group IV towns (towns under 5,000 in population). Additionally, we are continuously calling for safety related projects eligible for hazard elimination and safety (HES) funds if sufficient additional documentation is provided that includes a benefit-cost analysis.

For an overview of this program, you may go to the INDOT website and download your own copy of the guidelines to this program. Go to: [http://www.in.gov/dot/div/development/PDP\\_L.pdf](http://www.in.gov/dot/div/development/PDP_L.pdf)

There are two methods by which you can apply for federal funds. These are:

1. **ONLINE:** For STP and bridge funds for traditional types of projects you can complete the FA application "on-line" by using the *Indiana Department of Transportation-Extranet* at the following address: <https://webservices.indot.state.in.us>. There, check the link labeled "Local Federal - Aid Programs". At the login screen you can use the same ID and password you used last year. If you forgot, please call our "help desk" at (317) 232-5409 to retrieve the information. If you are a new user, you must enroll before you can use the website. To do this go to <https://webservices.indot.state.in.us> and click the "Not Yet Enrolled" link to complete and submit an application for a User ID and Password. It will take 2-3 business days before you are issued your user id and password. You can then start filling out your application. Since you can save your work and come back later, you do not need to complete the application in one sitting. Once finished, you then submit and file your application electronically. Remember that the program will "time out" if inactive for longer than **20** minutes. Also, be sure that you do not submit more than one application for the same project. Last year, duplicate and partially completed applications were a serious problem for us.

2. **HARDCOPY:** Contact Gloria Fihn at (317) 233-5276 and she will send you the paper application forms and instructions. However, we prefer that you use the Internet, if possible. It will speed the processing of your application and reduce errors although it will not make any difference in how your application is assessed.

However you apply, your completed FA application will be due to INDOT by May 13, 2005.

Supporting documentation for FA applications such as maps, planning reports, and photographs can be either e-mailed to us at [gfihn@indot.state.in.us](mailto:gfihn@indot.state.in.us) or sent manually to this office. If you submit online, please include the FA Submittal Number (2005-xxxx) with your supporting documentation.

If you applied last year and were not approved, you must resubmit your application. Be sure to indicate that you are resubmitting and reference last year's application number. However, you do not have to resubmit any supporting material, unless you want to.

If you need help or advice on the completion of your application, please contact the local assistance coordinator at the INDOT District Office for the area in which your project is located. They are interested in your application and are asked to comment on its merits during the review process. They are as follows:

Crawfordsville District: Joe Spear, District Local Assistance Coordinator (765) 361-5228

Fort Wayne District: John Leckie, District Development Engineer (260) 969-8252

Greenfield District: Larry Loveall, District Local Assistance Coordinator (317) 467-3490

LaPorte District: Lisa Shrader, District Local Assistance Coordinator (219) 325-7522

Seymour District: Glenda Seal, District Local Assistance Coordinator (812) 524-3720

Vincennes District: John Curry, District Development Engineer (812) 895-7357

Finally, here are some important facts of which you should be aware.

1. If you are applying for federal bridge funds, our review is based on the official sufficiency rating as recorded by INDOT and the Federal Highway Administration (FHWA). Also, a bridge cannot be approved for federal bridge funds unless it appears on FHWA's list of deficient and obsolete bridges. If not, your bridge is not eligible at time of construction. If you are unsure or have questions please contact William Dittrich at (317) 232-5474.
2. If you are applying for federal STP funds, the roadway must be on the federal aid system. If not and you have applied for it to be included, please note this in your application. If not, and you have not applied either, your project is not eligible.

If you have any other questions, please feel free to contact me at (317) 232-5465, or e-mail at: [ckeith@indot.state.in.us](mailto:ckeith@indot.state.in.us).

Thank you.

